

# LOGISTICS HANDBOOK

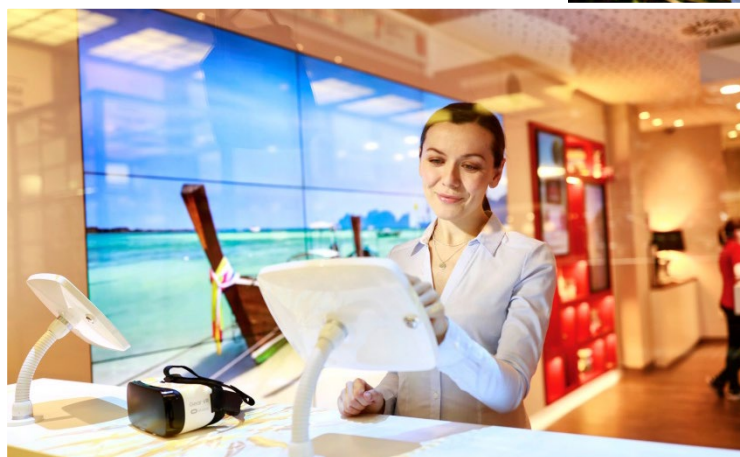
Dry assortment/NonFood  
Austria

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Operational Logistics | Version 1.8 – 01/2023

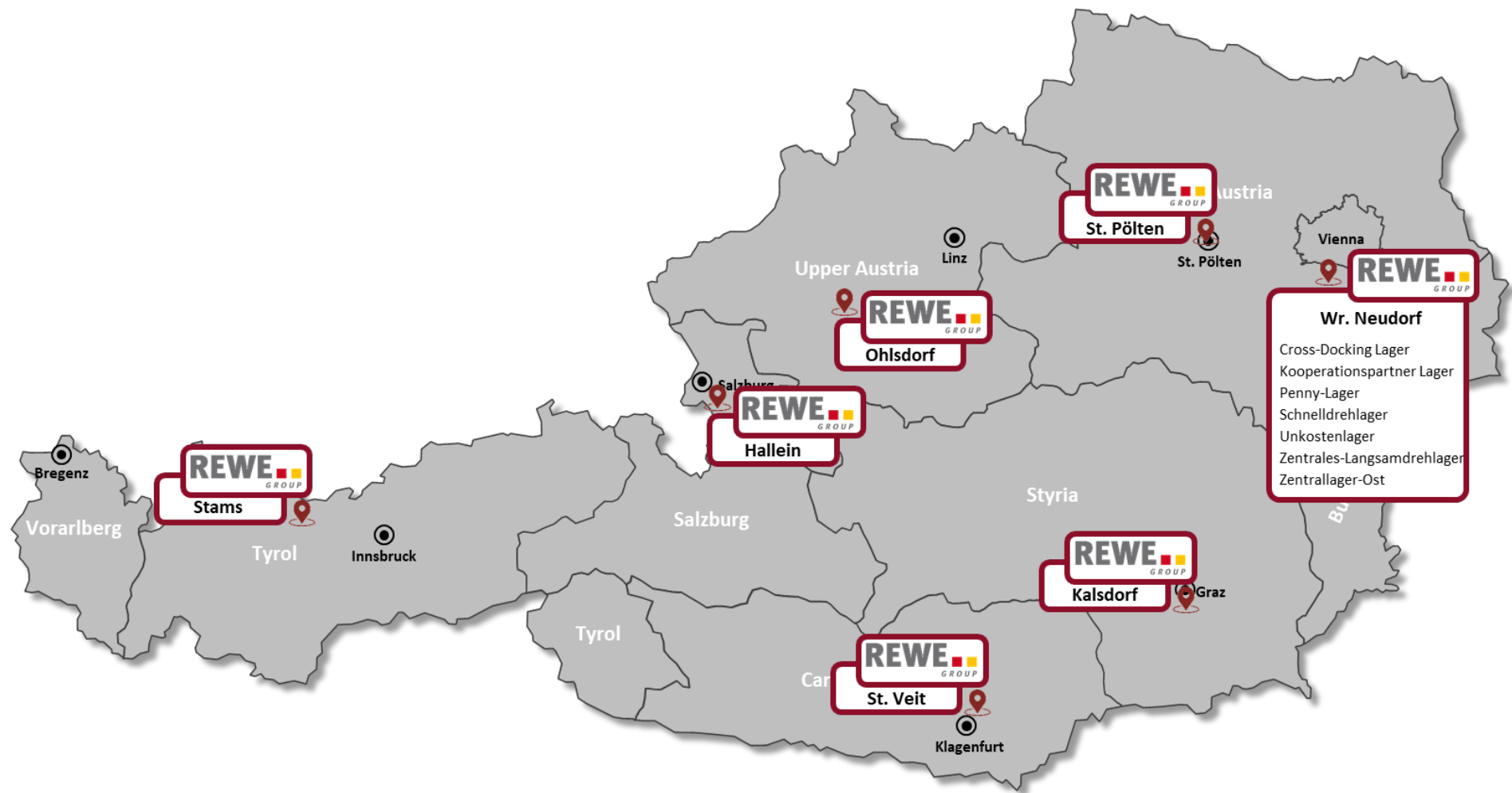
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## 1. DRY ASSORTMENT LOCATIONS IN AUSTRIA



## 2. REQUIREMENTS FOR DELIVERY OF REWE DRY ASSORTMENT WAREHOUSE

### 2.1 Warehouse Master Data

All essential warehouse functions and control mechanisms rely on the master data, it is essential that all important data ("REWE article information sheet") will be forwarded in the right time to the buyer in order to ensure a smooth warehouse operation. The article master data should be chosen so that they remain unchanged for a longer period of time, as each subsequent change means additional time and organizational effort / costs. Nevertheless, if changes are necessary, they must be coordinated with the purchasing department and logistics right away in order to ensure a smooth process. The "REWE article info sheet" is available from the responsible buyer.

### 2.2 Conditions of Delivery

Delivery can only be made using the original delivery notes (which must also be identified as such) of the respective supplier. The REWE order number must be clearly visible on the delivery documents. Only one order number may be given per delivery note. The delivery time specified in the order (date / time) must be taken into consideration in order to ensure a clear inbound process. We request that Warehouse Replenishment (Disposition), as well as the contact person within the purchasing department and the responsables of the CrossDocking warehouses be informed about possible company holidays (for example: summer holidays plant closure at the turn of the year, etc. with a minimum of 8 weeks in advance. If the delivery is carried out using floor trucks, it must be ensured that there is no contamination of logistic surfaces!

**Deliveries are only possible by truck at ramp level.**

**With the exception of the locations of the rapid rotation warehouse in Wr. Neudorf, Hallein and central warehouse east, delivery is also possible by rail.**

The Entrance to a warehouse area is permitted only by wearing **safety shoes**. The Unloading of goods on the ramp **has to be** exclusively with a hand lift pallets trolley or electric pallets trolley **by the driver himself**. Furthermore, it is expected that the driver knows how to manipulate these machines. The hand lifts and electric pallets trolleys are made available to the drivers by REWE International Lager- und Transportgesellschaft m.b.H.. The driver has the duty to follow the instructions of the REWE staff (e.g. where delivered pallets are to be set up, if necessary reparking the truck, etc.). In the event that goods are to be returned by REWE (e.g. goods not ordered, specifications according to the logistics manual not met, items delivered to the wrong warehouse, wrong goods delivered, etc.) the driver is obliged to reload the respective pallets to his truck and take them away. On the company areal the speed limit of 15 km / h applies on the basis of the Road Traffic Regulation (**StVO**). Smoking on the company area is **strictly prohibited**, except at designated areas.

## 2.3 Transport Equipment

For distribution is only allowed to use EURO-, CHEP-, or IPP-pallets with a size of 80 x 120 cm. There is no exchange of CHEP- and IPP-pallets.




The goods have to be sorted by item. Should mixed pallets, which are not assorted by item, exist because of a low amount of orders, the supplier/ carrier has to sort the goods by article each to a singular pallet.

Several layer- or sandwich pallets have to be separated by the supplier to guarantee a decent goods receiving (only possible, if it is guaranteed, that there is no damaging of the lower pallets). If the lower positions on the pallets are damaged, they must be separated with an intermediate bottom (cardboard) and stacked apart by the supplier in order to allow a clean goods receiving.

All transport equipment used must be agreed with the responsible buyer in advance for each new article or for each subsequent change.

In general, the goods must be delivered in cartons or outer package that can carry the weight of the goods and the boxes stacked on top of them.

**REWE reserves the right not to accept deliveries in damaged boxes.**



EURO pallet	CHEP pallet	IPP pallet
		
<div>symbol photo</div> <div>80 x 120 cm</div>	<div>symbol photo</div> <div>80 x 120 cm</div>	<div>symbol photo</div> <div>80 x 120 cm</div>



## 2.4 Requirements of Display – and Dollyarticles (also apply to direct suppliers!)

In the REWE dry assortments warehouse, the delivery of **display pallets** is possible, based on the following criteria:




1. Use only of standardized formats:

Quater pallets:			Dolly:	
 symbol photo	 symbol photo	 symbol photo	 symbol photo	 symbol photo
<b>CHEP quater pallet</b>	<b>ARPACK quater pallet</b>	<b>IPP quater pallet</b>	<b>CC Euro-Dolly</b>	<b>CHEP-Dolly</b>
60 x 40 cm	60 x 40 cm	60 x 40 cm	60 x 40 cm	60 x 40 cm

Half pallets:		
 symbol photo	 symbol photo	 symbol photo
<b>CHEP half pallet</b>	<b>DÜSSELDORFER half pallet</b>	<b>IPP half pallet</b>
80 x 60 cm	80 x 60 cm	80 x 60 cm

Disposable pallets are <b>NOT</b> accepted:	
	

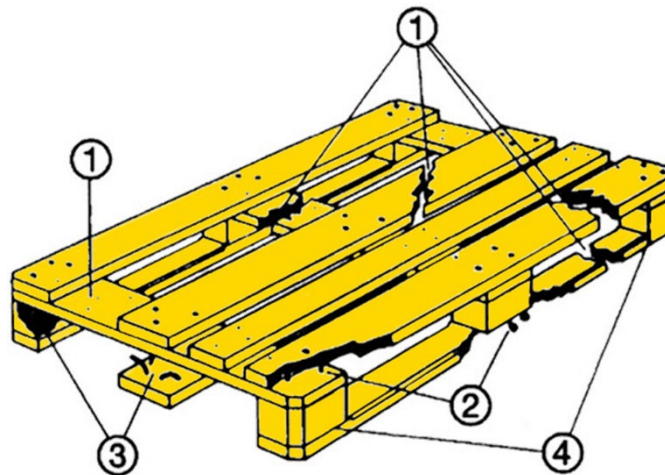
2. Flawless delivery of industry: displays should not be delivered tilted.
3. From a weight of > 20 kg (without beverage items), half and quarter pallets display must be used, which must not exceed a **maximum height of 180 cm (including carrier packaging)**. Please contact the competent REWE experts in purchasing and logistics in case of uncertainties regarding Pcs. / carton and weight as well as alternatives.
4. For securing the transport, outer boxes with edge protection and 2-fold harness are to be used, to ensure a high stability in storage operation. When using outer boxes the air space between carton and goods must be kept low. With elimination of the outer boxes corresponding foliation with edge protection and 2-fold harness must be used-
5. **Labeling of Barcode:** Each display is best labeled with a GS1-128 code.
6. The void from the pallet must not exceed ¼ of the total height of the display. The greater the weight of the display, the lower the void space must be in order to avoid a top-weight distribution and thus overturning.
7. The delivery must be loose, without Euro pallets. Half pallets should therefore be foiled in pairs, quarter pallets in 4 units together. If the delivery is still on EURO-pallets, an invoice will be provided to the respective suppliers by "REWE International Lager & Transport GmbH" with the additional expenditure for logistics (detaching goods from mother pallet).
8. **Exceptions for dolly and quarter pallet deliveries in the Penny warehouse Wr. Neudorf:**  
 The delivery of dolly's and quarter pallets in the Penny warehouse Wr. Neudorf, has to be carried out exclusively on EURO-pallets - 4 stands fixed on one Euro-pallet (dolly's also on adapter trays)!

Examples of corresponding display / dolly article:		
		
<b>CHEP quarter pallet</b>	<b>CHEP half pallet</b>	<b>CC Euro-Dolly</b>
60 x 40 cm	80 x 60 cm	60 x 40 cm

## 2.5 Quality of Pallets

The company REWE does not receive or change pallets, if

1. a board is missing or broken on diagonal or crossways,
2. the floor- and ceiling boards are chipped of, so that at one board at least two or at more than two boards at least one nail- or screw head is visible,
3. a block is missing or broken or chipped of, so that more than one nail- or screw head is visible,
4. the essential features are missing or invisible (at least one brand from the railroad and one EUR brand has to be visible),



5. inadmissible components have been taken for repairs (for example the boards or blocks are too thin, small or narrow)
6. the general condition is too bad, so that the load capacity cannot be guaranteed (rotting or more chipped of boards or blocks) – or the products become dirty.

The supplier is entitled to prove to REWE that the quality of the pallets was correct upon delivery and that none of the points mentioned here apply.



## 2.6 Handling of Pallets

Generally, the pallets are exchanged 1 by 1. That means that the supplier gets the same amount of pallets back (if they are flawless), which he delivers. We are referring to exchangeable EURO pallets, independent of pallet pools such as E-Pal, UIC etc. – an **"identical exchange" e.g. E-Pal <-> E-Pal or UIC <-> UIC is not possible!** Furthermore, we would like to point out that the exchange quality of our Euro pallets can be of different quality, therefore a 1 by 1 exchange of "A-Quality" cannot be guaranteed!

If there are not enough pallets for an exchange at the moment of the delivery (only in special circumstances), the supplier receives a promissory note for these pallets. With this promissory note (only the original one is accepted) the supplier can pick them up at a later time or when he brings the next delivery. For the Pickup of large quantities of pallets, the specific REWE location must be notified in due time.

## 2.7 Transit safety, Marketability, Handling

The packing of the unit order must be correspondingly stable, so that the goods cannot be damaged inside. An original pallet, which for example is loaded by the industry, **must not have a supernatant (overhang)** - this is not always observed after transport. The overhang of transported pallets may not overstep 25mm on each side of the highest layer! If there is an overhang of more than 25mm on one side, the supplier has to solve this problem by putting the units together or put them on another pallet, otherwise the pallet goes back to the supplier.

**In the Central Warehouse East, the tolerance range, due to partial automation, may be max. 10mm!**



Possible types of transit supports are for example: plastic wraps (only transparent, **pay attention to free fork spaces!**), strapping, intermediate pads. There are massive problems (from experience) with sticking points, because of the automatically consignment stock (dumping trays sorter) the slipping off of the products can't be guaranteed any more. Therefore, sticking points should not be taken for transit supports.

## 2.8 Colli – Quality of Packing (Packing Delivery Unit)

The order units must form a closed and compact unit, which make a stacking on containers possible, whereby the delivery should take place in any case WITHOUT additional packaging - in other words, the delivery unit as such must be tradable without additional effort (such as unpacking, ...).

Take care of internal transportation loads for the trade unit or pallet by using ground conveyors, walkways and conveyor belts (for example acceleration, slow down, stroke movements, impacts, frictional resistance.)

The adhesion of the side walls of the trade units may not get loose by force effects, through which the sale units fall out of the package.

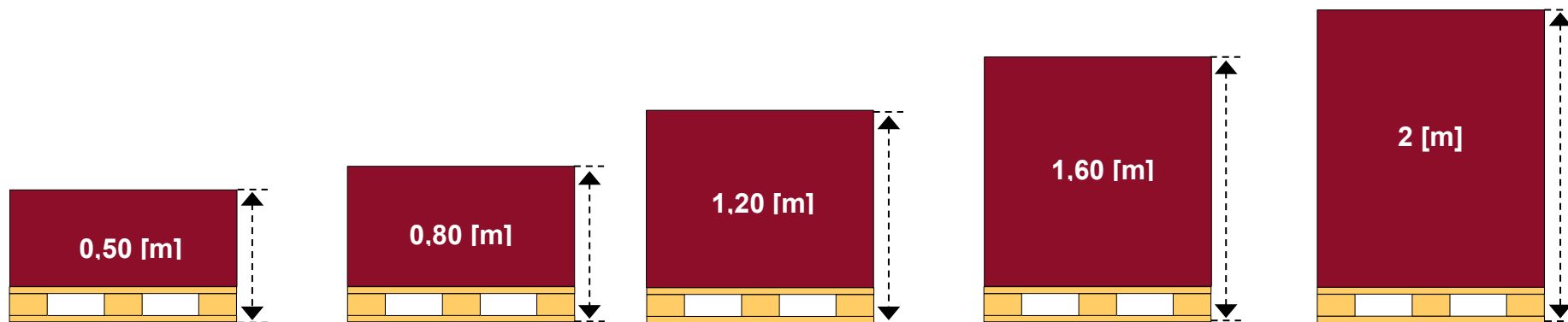


## 2.9 General Height of Pallets

The height of the pallet for each article is set during the first listing by an assortment manager of REWE. Later changes have to be cleared and timed both with the assortment manager and the warehouse.

**It should be noted that the maximum height per assortment may vary depending on the location. Details can be found in the respective data sheets of each warehouse location. (check Point [4. Datasheet of warehouse](#))**

The following picture shows the pallet heights that are accepted in the REWE warehouses. The dimensions are indicated incl. carrier pallet with a height of 15 cm.



**Exemptions must be clarified in advance with both the responsible manager and with warehouse.**

## 2.10 Weight of Pallets

The whole weight of the pallet **must not exceed 1000 kg**.



## 2.11 Quality of Delivery

- All items must be delivered in the correct quantity, at the agreed time and in the agreed quality
- The goods must have all the criteria agreed in advance with the responsible buyer.
- Compliance with the cold chain must be guaranteed without exception for refrigerated products. For these, there is a proof obligation.
- The goods must be delivered in perfect condition (no damage, grubby)
- The products have to be sorted by item or rather by type sorted on the pallet. It is possible to put some pallets on top of each, if there are no damages for the products. It is the supplier's responsibility to take them apart.
- **All products on one pallet have to have the same date of expiration and the same lot number.**
- The labeling of the pallets, picking units as well as sales units with a bar code must be carried out according to the requirements of this logistics manual without exception.

## 2.12 Transport Documents

Generally, REWE can request all necessary papers that document the correct process flow (for example, special requirements for BIO / organic goods, etc.).

**Delivery note:** with every delivery of goods a corresponding delivery note in **paper form** must be carried and presented to REWE Goods Receiving without being requested. All information on the delivery note must match the delivered goods. The delivery note must be issued in German language and must meet the following criteria:

- Address of the supplier / consignor
- Delivery note number
- Delivery date
- REWE-Order Number (one order number per delivery note)
- Delivery address (place where the articles are to be unloaded)
- The consignee (trading company in the REWE)
- Exact item description (equal to the label on the product)
- Quantity of order units

**Yellow marked lines are mandatory!**



### - MUSTER -

**Firmenname**  
 Musterstrasse 1  
 A-1100 Wien

LOGO

**LIEFERSCHEIN NR. 12345678**

Seite 1 von 1

**Lieferanschrift:**  
 REWE International Lager- & Transport Ges.m.b.H.  
 Zentrallager Biedermannsdorf  
 IZ-NO-Süd, Strasse 3, Objekt 2  
 A-2355 Wiener Neudorf

**Warenempfänger:**  
 Billa AG  
 IZ-NO-Süd, Strasse 3, Objekt 16  
 A-2355 Wiener Neudorf

**Lieferdatum:** 03.07.2015  
**Ihre Bestellnummer:** 2015023542

Optionale Angaben:  
 Optionale Angaben:  
 Optionale Angaben:  
 Optionale Angaben:  
 Optionale Angaben:  
 Optionale Angaben:  
 Optionale Angaben:

LKW-Fahrer: Zustellung nur mit Sicherheitsschuhen möglich.  
 Anlieferzeit: am 03.07.2015 um 14:00 Uhr

Pos. Nr.	Artikelnr.	Artikelbezeichnung	Menge [VPE]	Inhalt [pro VPE]	Menge [PAL]	Gewicht [kg]
001	123456	Musterartikel 1	216	6 x 230 g	3	772,80
002	234567	Musterartikel 2	160	6 x 240 g	2	376,32
003	345678	Musterartikel 3	102	6 x 240 g	1	322,56
<b>Gesamtmenge:</b>			<b>478</b>		<b>6</b>	

Ware in Ordnung übernommen

VPE = Verpackungseinheit(en) / PAL = Palette(n)

Bankverbindungen: Bankname1 • IBAN: AT00 0000 0000 0000 0000 00 • Swift Code: XXXXXXXXXX000  
 Bankname2 • IBAN: AT00 0000 0000 0000 0000 00 • Swift Code: XXXXXXXXXX000  
 Steuer-Nr.: 000/0000/0000 • Ust-IdNr.: AT 000 000 000 • Geschäftsführer: Max Mustermann • Handelsregister.....

## 2.13 Labeling of Pallets (EAN)

### GS1-128 (UCC/EAN128)

The GS1 transport label enables unambiguous identification and traceability of the logistic units throughout the supply chain.

The following Application Identifiers (AI) can be used:

AI	Content	Format
00	Serial Shipping Container Code SSCC	n2 + n18
01	GTIN (EAN Number) of the order unit	n2 + n14
02	GTIN (EAN Nr.) which is included in the transportation-unit	n2 + n14
10	Lot number	n2 + an...20
11	Date of production (format YYMMDD)	n2 + n6
13	Date of the package (format YYMMDD)	n2 + n6
15	Best-by date (format YYMMDD)	n2 + n6
17	Expiry date (format YYMMDD)	n2 + n6
310*	Nettweight, Kilogramm (fourth place is position of decimal place)	n4 + n6
37	Number of packages on one pallet	n2 + n...8

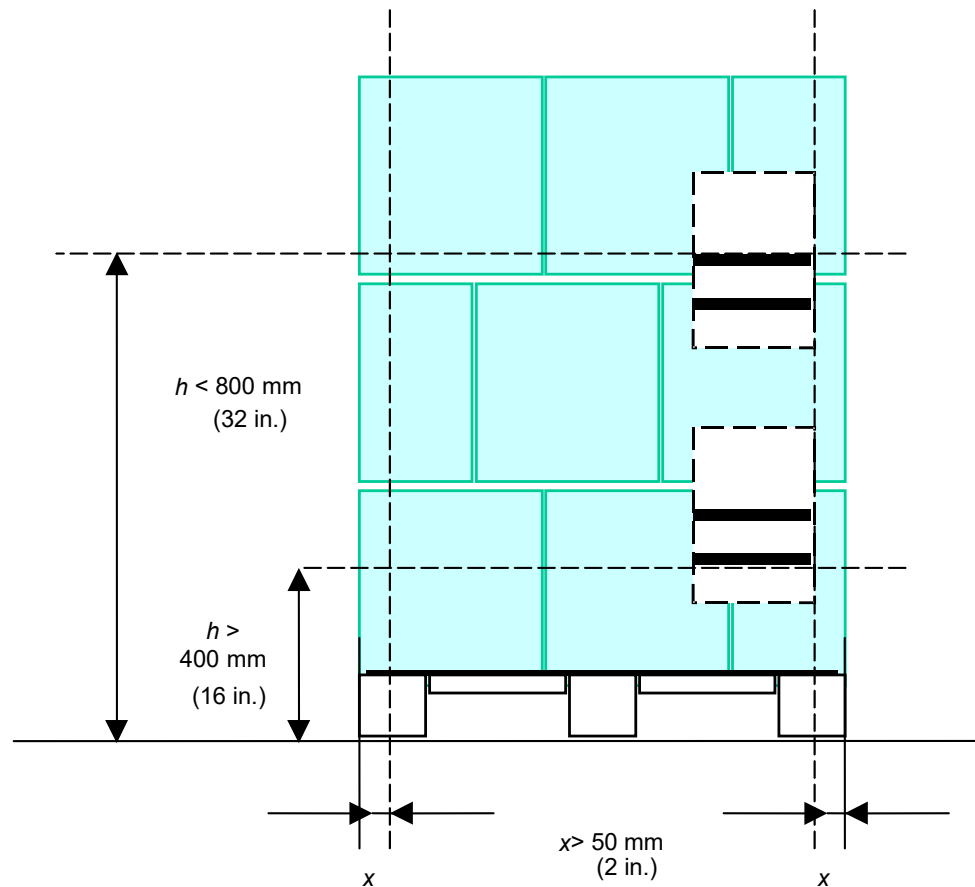
GS1-128 is often mixed up with the code 128. The code 128 is **not** accepted at REWE central warehouse.



### Positioning of the label:

The bar code on the transportation label has to be straightened vertically and in a height between 400 and 800mm from the floor. The distance to the side of the edge should be at least 50 mm. The label should be fixed on a front- and broadside of the pallet, but there is only **one obvious SSCC per pallet**.

The transportation label has to be wrinkle-free and outside of the foil.



## Module width

The thinnest element of a bar code is called module. Width and lines or gaps are counted as a multiple of the module. The perfect module width should be between 0.33 and 0.66 mm.



(01)09003740160219(15)100131(10)L123



(01)09003740160219(15)100131(10)L123



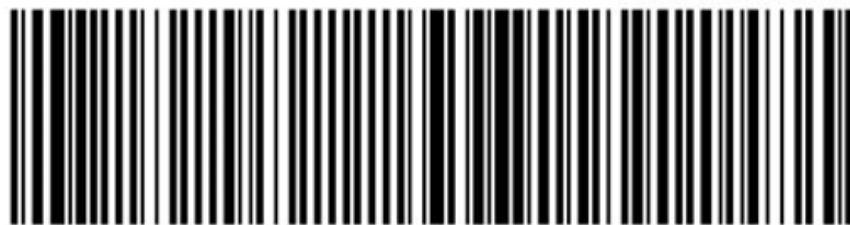
orange-carott 500ml

SSCC: 390022360001029450 Best-by date: 24.06.2010

GTIN 9002236344782 QUANTITY: 145 CHARGE/LOT: L123



(02)09002236344782(15)100624(37)0145



(00)390022360001029450(10)L123

#### Free text part

Free possibility of creation

#### Plaintext part

1. Name of product
2. SSCC
3. GTIN of the trading unit
4. Best-by Date
5. Number of included trading units
6. Lot number

#### Barcode part

7. GS1-128
8. Plaintext line

Generally the height of the GS1-128 bar code symbols is at least 32mm (including plaintext line). An x-module (enlargement factor) of 0.5 should be aimed.

#### Format of the label:

The physical dimensions of the label are determined by whoever creates the label. Factors that influence the label size are the amount of data required, the content and the X-module of the barcodes used and the dimensions of the transport unit to be identified.

The business needs for most users of GS1 shipping labels are covered by an A5 format. Restrictions regarding the GS1-128 barcode: 165.1 mm width including light zones, max. 48 user data characters (including AIs and separators)

## 2.14 Unit of Ordner and Sales Labeling (EAN)

Following barcodes are accepted on a order unit (BE):

- EAN 8 (UPC-E)
- EAN 13 (UPC-A)
- GS1-128
- ITF-14 (Interleaved Two of Five)

### Quality demands for our supplier–quality test

There are standards for quality tests, which establish the basis for general statements:

- for the quality of bar codes                      ISO/IEC 15416
  
- for specifications of symbols                      ISO/IEC 15420 for EAN-13/EAN-8/UPC-A/UPC-E  
    ISO/IEC 15417 for GS1-128  
    ISO/IEC 16390 for ITF-14

Next to this the fixed criterions have to meet the user-specification of the company REWE, like for example the minimal symbol size, module width and minimal height of the beams.

Quality classification according to ISO methodology:			accepted:
4 (3,5 – 4)	A	Very Good	YES
3 (2,5 – 3,49)	B	Good	YES
2 (1,5 – 2,49)	C	Satisfactory	YES
1 (0,5 – 1,49)	D	Fair	NO
0 (under 0,5)	F	Failed	NO

#### Remark:

Experience has shown that, a value of 1.5 (C) cannot be reached by printing on a brown underground (for example corrugated cardboard). The quality 1 (D) by using ITF-14 in normal size can still be accepted.

### Release of the barcode display

The supplier is advised to let the Logistics check the barcodes, especially for new products. Please contact us for new products (Hr. Ritzal Franz). Therefore it is essential to send an original package or label to the warehouse (attn. quality assurance) to receive an approval. If the barcode does not correspond to the demands of REWE, the products will be sent back to the supplier. For a better reasonability or in special cases it is possible to agree on a visiting day.

### Size

The height of the bar code (= original height) may not be shortened. Only the normal-size is accepted by using ITF-14. The minimum-height/high of EAN13 has to be 27mm = SC2.



### Quiet zone

The bright zone before and after the bar coding is called quiet zone. The quiet zone is necessary to adjust the reading device to the bar coding. Experience has shown that a minimum of a 10-times module width (no border, no text) is necessary.



### **Positioning on the packaging**

In the Central Warehouse East, all plane surfaces are automatically scanned by the scanner, apart from the bottom. If it is not possible to turn the package on another side (that the bottom also can be scanned), because of reasons like the risk of breakage or centre of gravity, the code has to be fixed on another side. If the barcode is fixed under a foil, it is important, that the foil is tightened, no welding seam should lie over the symbols, the foil is transparent and that the foil does not reflect (that means that there is still the needed contrast).

It is not allowed to fix the barcode in the areas of nets, welding seams, edges and curves. The barcode has to be fixed flat on the product.

### **Carrier material**

Keep to the contrast between beams and gaps (ideal: black beam on white ground). Don't use extremely shiny paper because it disturbs the scanner! Old thermal paper yellowed, which makes the contrast bad! The warehouse environment of the label has to correspond to the statements of the manufacturer (dampness, tear strength)!

### **Printing**

The edges of the lines have to be sharp (we encounter problems if they are blunt, fray, ...)! Keep to the ideal proportion between the bright of beams and gaps; inexactness makes the identification of the products difficult. Pay attention to a clean printer-head! Choose a suitable printing speed! Check the thermal element (horizontal beams above the symbol for a permanent visualization of mistakes of the printing-head)! Plan enough big quiet zones before and after the symbol.

### **Contrast - PCS Print Contrast Signal**

The principle of the today's bar code scanner is, that the bar code is lightened and the reflected light is measured. The dark beams reflect a lower light back, than the gaps (= background) between the lines. According to this difference in the reflection of the light, the optic of the bar code scanner can distinguish between beams and gaps. After that the electronic of the bar code scanner can evaluate the bar code. But we need a minimum-difference of the reflection to make sure, that beams and gaps can be distinguished. This difference of the reflection is the contrast and it should be more than **70%**.




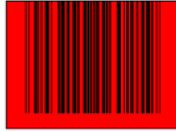


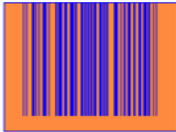
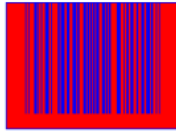

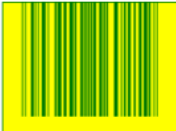
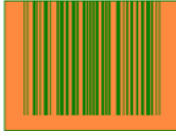
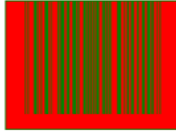





Generally, the reading reliability of the bar code rises with a higher printing quality and contrast!



## Colour

There are many combinations of colours possible, next to the most common combination „black beams on white ground“. Gold, silver and all metallic-colours for beams and backgrounds can result in reading problems. Never use red, orange or yellow beams!

On the following page you find some examples for good colour combinations and some bad combinations.:

READABLE				
background color				color of the beams
white	yellow	orange	red	
				black
				dark blue
				dark green
				dark brown
				

NOT READABLE				
background color				colour of the beams
brown	green	dark green	blue	
				black
				red
				dark blue
				yellow, red, orange, light brown
				

Examples for EAN 8 (UPC-E): (not accepted at Central – Warehouse East!)



**SC 0**

(exp. fac. 0,8)



**SC 1**

(exp. fac. 0,9)



**SC 2**

(exp. fac. 1)



**SC 3**

(exp. fac. 1,1)



**SC 4**

(exp. fac. 1,2)



**SC 5**

(exp. fac. 1,4)



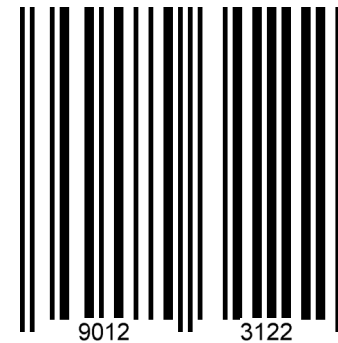
**SC 6**

(exp. fac. 1,5)



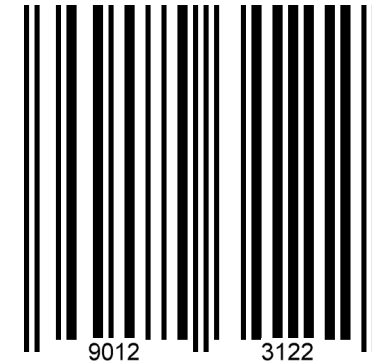
**SC 7**

(exp. fac. 1,7)



**SC 8**

(exp. fac. 1,85)



**SC 9**

(exp. fac. 2)

# Examples for EAN 13 (UPC-A):

					
<b>SC 0</b>	<b>SC 1</b>	<b>SC 2</b>	<b>SC 3</b>	<b>SC 4</b>	<b>SC 5</b>
(exp. fac. 0,8)	(exp. fac. 0,9)	(exp. fac. 1)	(exp. fac. 1,1)	(exp. fac. 1,2)	(exp. fac. 1,4)

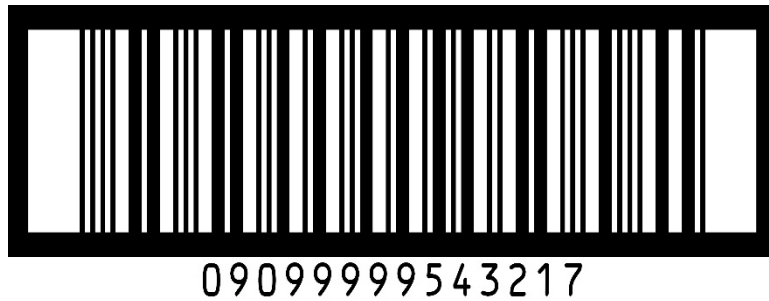
  

			
<b>SC 6</b>	<b>SC 7</b>	<b>SC 8</b>	<b>SC 9</b>
(exp. fac. 1,5)	(exp. fac. 1,7)	(exp. fac. 1,85)	(exp. fac. 2)

Measurements for EAN 8 and EAN 13 (Red values are not accepted!):



module bright (X-module)	expansion factor	SC-Size	measurements of an EAN-8 bar code			measurements of an EAN-13 bar code		
			width without light zones	width with light zones	Height with plain text	width without light zones	width with light zones	height with plain text
0,264	0.80	~SC0	17.69	21.38	17.05	25.08	29.83	20.74
0,281	0.85		18.79	22.72	18.11	26.65	31.70	22.04
0,297	0.90	SC1	19.90	24.06	19.18	28.22	33.56	23.34
0,314	0.95		21.00	25.39	20.24	29.78	35.43	24.63
0,330	1.00	SC2	22.11	26.73	21.31	31.35	37.29	25.93
0,347	1.05		23.22	28.07	22.38	32.92	39.15	27.23
0,363	1.10	SC3	24.32	29.40	23.44	34.49	41.02	28.52
0,380	1.15		25.43	30.74	24.51	36.05	42.88	29.82
0,396	1.20	SC4	26.53	32.08	25.57	37.62	44.75	31.12
0,413	1.25		27.64	33.41	26.64	39.19	46.61	32.41
0,429	1.30		28.74	34.75	27.70	40.76	48.48	33.71
0,446	1.35	SC5	29.85	36.09	28.77	42.32	50.34	35.01
0,462	1.40		30.95	37.42	29.83	43.89	52.21	36.30
0,479	1.45		32.06	38.76	30.90	45.46	54.07	37.60
0,495	1,50	SC6	33.17	40.10	31.97	47.03	55.94	38.90
0,512	1,55		34.27	41.43	33.03	48.59	57.80	40.19
0,528	1,60		35.38	42.77	34.10	50.16	59.66	41.49
0,545	1,65	SC7	36.48	44.10	35.16	51.73	61.53	42.78
0,561	1,70		37.59	45.44	36.23	53.30	63.39	44.08
0,578	1,75		38.69	46.78	37.29	54.86	65.26	45.38
0,594	1,80		39.80	48.11	38.36	56.43	67.12	46.67
0,611	1,85	SC8	40.90	49.45	39.42	58.00	68.99	47.97
0,627	1,90		42.01	50.79	40.49	59.57	70.85	49.27
0,644	1,95		43.11	52.12	41.55	61.13	72.72	50.56
0,660	2,00	SC9	44.22	53.46	42.62	62.70	74.58	51.86

### Example for Interleaved Two of Five - ITF-14:



ITF – 14 – nominal size

**For information: GS1 DataBar only accepted on sale units!**

 <p>(01) 0 9099999 54321 7</p>	 <p>(01) 9 9099999 54321 0 (3202) 000150</p>
<p>GS1 DataBar Omnidirectional (only GTIN)</p>	<p>GS1 DataBar Expanded (GTIN+AI's)</p>
 <p>(01) 0 9099999 54321 7</p>	 <p>(01) 0 9099999 54321 7 (17) 080520 (10) 26023-75</p>
<p>GS1 DataBar Stacked Omnidirectional (only GTIN)</p>	<p>GS1 DataBar Expanded Stacked (GTIN+AI's)</p>

The previous barcode features for dry assortment (order unit and characteristics of pallets) will **not** be replaced by GS1 DataBar.

**Example of a standardized trade unit:** Encryption of a GTIN-13 (9001390003511) with date of expiration (05.06.2014) and batch number (4123)



If the label of the order unit or sales unit is incomplete and / or not available as agreed, then any subsequent and reworking task must be carried out by the supplier. In exceptional cases, this can be carried out by REWE, however, the resulting expense will be charged to the respective supplier.



### 3. GENERAL CONTACT PERSONS

For more information or documentation on the international standards and standards of barcode awards, please contact your local GS1 office.

In company-specific matters, our following main contact persons are at your disposal:

Quality Control Dry Assortment/EAN-Coordination:	
Contact person:	Mr. Ritzal Franz
Phone number:	+43 2236 600 3720
E-Mail:	<a href="mailto:f.ritzal@rewe-group.at">f.ritzal@rewe-group.at</a>

Administrator Disposition/Controls of flow a goods:	
Contact person:	Mr. Aigner Johann
Phone number:	+43 2236 600 7530
E-Mail:	<a href="mailto:j.aigner@rewe-group.at">j.aigner@rewe-group.at</a>

Head of Empties Department:	
Contact person:	Mr. Schmidt Peter
Phone number:	+43 2236 600 6699
E-Mail:	<a href="mailto:p.schmidt@rewe-group.at">p.schmidt@rewe-group.at</a>

## 4. DATASHEET OF WAREHOUSE

### 4.1 Cross Docking Warehouse - East Wr. Neudorf

Postal address/Delivery address:

REWE International Lager- und Transportgesellschaft m.b.H.

Cross Docking Lager - Ost

IZ-NÖ-Süd, Straße 3, Objekt 2

A-2355 Wr. Neudorf

**Important** - the postal address **MUST** be provided by the carrier in the freight document and has to be filled out correctly, the REWE employees are advised to not accept the shipment, in case of a missing or wrong delivery address.



Geo-Coordinates

48.072660, 16.329603

General working period for inbound: (individually agreed delivery times per supplier and storage location must be taken into account)

Days of delivery:	From Tuesday to Friday
Times of delivery:	from Tuesday 6:00 am to Friday 2:00 pm
Max. height of pallets:	2,10 m

Contact person:

Warehouse Manager:	Mr. Lücke Riccardo	+43 2236 600 5702	<a href="mailto:r.luecke@rewe-group.at">r.luecke@rewe-group.at</a>
Head of Goods Receiving:	Mr. Hackl Andreas	+43 2236 600 5708	<a href="mailto:a.hackl@rewe-group.at">a.hackl@rewe-group.at</a>
Warehouse Administration:	Mr. Meitz Philipp	+43 2236 600 5701	<a href="mailto:p.meitz@rewe-group.at">p.meitz@rewe-group.at</a>

#### 4.1.1 Information regarding Orders (Cross Docking Warehouse – East)

- Order day for all cross-docking stores is each respective **Monday per calendar week**
  - Suppliers / providers are informed once a year (in writing) by REWE Purchasing or REWE Logistics about changed order / delivery days due to national holidays.
- Orders are sent automatically (Monday between 7:00 pm and 9:00 pm) to suppliers (Ecodex, Fax or Email)
- **IMPORTANT! EAN codes for order units of each article have to be communicated to REWE Purchasing department, if they are not maintained in the master data, NO automatic order is made!**
- a. Orders „store-exact“ (Orders – File – Content)
  - Place of delivery (ILN Warehouse)
  - Day of delivery
  - Order number
  - Supplier (ILN Supplier)
- b. Orders „Store-Inexact“ (Orders – File – Content)
  - REWE Standard from Procurement logistics

#### 4.1.2 Criteria of delivery (Cross Docking Warehouse – East)

Period of delivery for suppliers : **Tuesday 6:00 am –Friday 2:00 pm (at the latest)**  
**In order to not jeopardize internal processes, orders that arrive after 2 pm on Friday, will be canceled without exception – repeated delivery is NOT possible!**

Every supplier has fixed times of delivery and days of delivery in their individual orders, which are agreed in advance between the suppliers and the CW warehouse (under the phone extension 5705 or 5708).

**Should there be any problems encountered during the delivery on the part of the supplier / carrier, the cross-docking warehouse must be contacted immediately under the phone extension 5705 or 5708!**

a. Criteria of delivery „stores-exact“

- Ordered goods have to be delivered pre-picked in each over-carton
- Labeling of each box as follows
  - 2-digit trading company number / 4-digit store number
  - Count of colli quantities
- For example, delivery of 2 order units for Billa Plus 2050
  - 0+/2050, Kolli 1/2
  - 0+/2050, Kolli 2/2
- Stacking of cartons separated at trading company level
  - Store ascending (smallest store number for example 0+/0285) in highest, (largest for example 0+/9002) in lowest position on a pallet
- Delivery of several pallets per trading company
  - Even division of the boxes
  - Numeric Labeling of all pallets
- Total Delivery Note
  - Total quantity per item, delivered and ordered quantity must be equal
  - Please DO NOT PACK the delivery note inside a box
- Packing List
  - Packing list must be enclosed, for EACH STORE provide the number of order units and the total sum
- Procedure for non-delivered goods on behalf of suppliers
  - Cut lists forward by email to [Manager of Goods Receiving](#) in due time – is not necessary at DESADV – supplier.

b. Criteria of delivery „store-inexact“

- Homogeneous delivery of goods per pallet and WITHOUT cardboard boxes
- EAN-labeling
  - Order Unit with GS1-128
  - Sales Unit with EAN-13/EAN-8
- Template of supplier's delivery note

c. Transport unit

- Exchange of Transport units during delivery is 1 for 1. (as stated in [point 2.6](#))

#### 4.1.3 Management of claims (Cross Docking Warehouse – East)

a. „Stores – Exact“

- Claims/Error messages on the part of REWE customers are forwarded as they arrive directly to the supplier!

b. „Stores – Inexact“

- Due to pre-goods-receiving, warehouse make claims 1-3 working days. The claims are sent in written form by Fax oder E-Mail.

## 4.2 Fast moving warehouse Wr. Neudorf

### Postal address/Delivery address:

REWE International Lager- und Transportgesellschaft m.b.H.  
 Schnelldrehlager Wr. Neudorf  
 IZ-NÖ Süd, Straße 3, Objekt 16 A  
 A-2355 Wiener Neudorf

**The supplier registration has to be carried out at the central portier south:**

Geo-Coordinates: [48.073389, 16.323910](#)



Geo-Coordinates

48.071539, 16.326351

General working hours for inbound: (individually agreed delivery times per supplier and storage location must be taken into account)

Days of delivery:	From Sunday to Friday
Times of delivery:	From 10 pm to 8 pm without interruption
Max. height of pallets:	2,10 m

Contact persons:

Warehouse Manager:	Mr. Tropper Karl	+43 2236 600 5720	<a href="mailto:k.tropper@rewe-group.at">k.tropper@rewe-group.at</a>
Head of Goods Receiving:	Mrs. Idrizovic Gabriele	+43 2236 600 2580	<a href="mailto:g.idrizovic@rewe-group.at">g.idrizovic@rewe-group.at</a>
Warehouse Administration:	Mr. Klosterer Patrick	+43 2236 600 2573	<a href="mailto:p.klosterer@rewe-group.at">p.klosterer@rewe-group.at</a>



### 4.3 Fast moving warehouse St. Pölten

Postal address/Delivery address:

REWE International Lager- und Transportgesellschaft m.b.H.  
 Schnelldrehlager St. Pölten  
 Schulze-Delitzsch-Straße 4  
 A-3100 St. Pölten



Geo-Coordinates

48.178905, 15.609548

General working hours for goods receiving: (individually agreed delivery times per supplier and storage location must be taken into account)

Days of delivery:	From Monday to Friday
Times of delivery:	From 5:30am to 2:00pm
Max. height of pallets:	2,00 m

Contact persons:

Warehouse Manager:	Mr. Meiringer Wolfgang	+43 2236 600 6530	<a href="mailto:w.meiringer@rewe-group.at">w.meiringer@rewe-group.at</a>
Head of Goods Receiving:	Mr. Gugerell Franz	+43 2236 600 6537	<a href="mailto:f.gugerell@rewe-group.at">f.gugerell@rewe-group.at</a>
Warehouse Administration:	Mr. Gugerell Franz	+43 2236 600 6537	<a href="mailto:f.gugerell@rewe-group.at">f.gugerell@rewe-group.at</a>

#### 4.4 Fast moving warehouse Kalsdorf

Postal address/Delivery address:

REWE International Lager- und Transportgesellschaft m.b.H.  
 Schnelldrehlager Kalsdorf  
 Gewerbepark 6a  
 A-8401 Kalsdorf bei Graz



Geo-Coordinates

46.970357, 15.456820

General working hours for goods receiving: (individually agreed delivery times per supplier and storage location must be taken into account)

Days of delivery:	From Monday to Friday
Times of delivery:	From 6:00am to 4:00pm
Max. height of pallets:	2,20 m

Contact persons:

Warehouse Manager:	Mr. Ritzinger Elmar	+43 2236 600 3410	<a href="mailto:e.ritzinger@rewe-group.at">e.ritzinger@rewe-group.at</a>
Head of Goods Receiving:	Mr. Schachner Andreas	+43 2236 600 3436	<a href="mailto:a.schachner@rewe-group.at">a.schachner@rewe-group.at</a>
Warehouse Administration:	Mr. Kneissl Robert	+43 2236 600 3414	<a href="mailto:r.kneissl@rewe-group.at">r.kneissl@rewe-group.at</a>

#### 4.5 Fast moving warehouse Hallein

Postal address/Delivery address:

REWE International Lager- und Transportgesellschaft m.b.H.

Schnelldrehlager Hallein

Römerstraße 4

A-5400 Hallein



Geo-Coordinates

47.678372, 13.111144

General working hours for goods receiving: (individually agreed delivery times per supplier and storage location must be taken into account)

Days of delivery:	From Monday to Friday
Times of delivery:	From 6:00am to 1:30pm
Max. height of pallets:	2,10 m

Contact persons:

Warehouse Manager:	tba	+43 2236 600 2947	<a href="mailto:a.hoeller@rewe-group.at">a.hoeller@rewe-group.at</a>
Head of Goods Receiving:	Mr. Langaschek Andreas	+43 2236 600 2921	<a href="mailto:a.langaschek@rewe-group.at">a.langaschek@rewe-group.at</a>
Warehouse Administration:	Mr. Mayrhofer Florian	+43 2236 600 2931	<a href="mailto:f.mayrhofer@rewe-group.at">f.mayrhofer@rewe-group.at</a>

#### 4.6 Fast moving warehouse St. Veit

Postal address/Delivery address:

REWE International Lager- und Transportgesellschaft m.b.H.

Schnelldrehlager St. Veit

Solarstraße 4-6

A-9300 St. Veit an der Glan



Geo-Coordinates

46.734044, 14.370652

General working hours for goods receiving: (individually agreed delivery times per supplier and storage location must be taken into account)

Days of delivery:	From Montag to Friday
Times of delivery:	From 6:00am to 1:30pm
Max. height of pallets:	2,00 m

Contact persons:

Warehouse Manager	Mr. Fennes Heinz	+43 2236 600 7241	<a href="mailto:h.fennes@rewe-group.at">h.fennes@rewe-group.at</a>
Head of Goods Receiving:	Mr. Katz Manuel	+43 2236 600 7244	<a href="mailto:m.katz@rewe-group.at">m.katz@rewe-group.at</a>
Warehouse Administration:	Mrs. Taferner Nadja	+43 2236 600 7221	<a href="mailto:n.taferner@rewe-group.at">n.taferner@rewe-group.at</a>

#### 4.7 Fast moving warehouse Stams

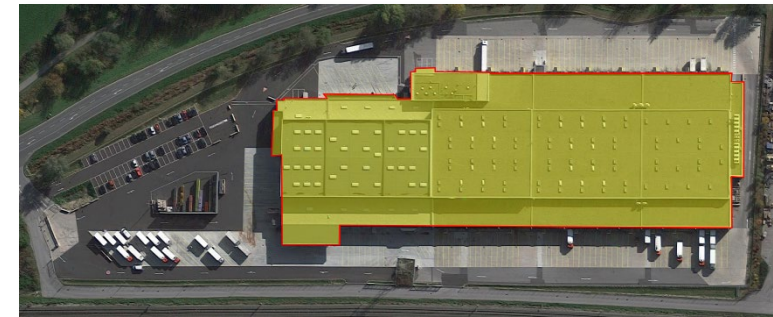
Postal address/Delivery address:

REWE International Lager- und Transportgesellschaft m.b.H.

Schnelldrehlager Stams

Thannrain 44a

A-6422 Stams



Geo-Coordinates

47.288944, 11.011708

General working hours for goods receiving: (individually agreed delivery times per supplier and storage location must be taken into account)

Days of delivery:	From Monday to Friday
Times of delivery:	From 6:00am to 1:00pm
Max. height of pallets:	2,10 m

Contact persons:

Warehouse Manager:	Mr. Schweigl Thomas	+43 2236 600 4720	<a href="mailto:t.schweigl@rewe-group.at">t.schweigl@rewe-group.at</a>
Head of Goods Receiving:	Mr. Suntinger Aegydius	+43 2236 600 4722	<a href="mailto:a.suntinger@rewe-group.at">a.suntinger@rewe-group.at</a>
Warehouse Administration:	Mrs. Scharmer Silvia	+43 2236 600 4732	<a href="mailto:s.scharmer@rewe-group.at">s.scharmer@rewe-group.at</a>



#### 4.8 Penny warehouse Wr. Neudorf

Postal address/Delivery address:

REWE International Lager- und Transportgesellschaft m.b.H.

Penny Lager Wr. Neudorf

IZ-NÖ-Süd, Straße 3, Objekt 16 B

A-2355 Wr. Neudorf

**The supplier registration has to be carried out at the central portier south:**

Geo-Coordinates: [48.073389](#), [16.323910](#)



Geo-Coordinates

48.074506, 16.327946

General working hours for goods receiving: (individually agreed delivery times per supplier and storage location must be taken into account)

Days of delivery:	From Monday to Friday
Times of delivery:	From 6:00am to 7:00pm
Max. height of pallets:	2,10 m

Contact persons:

Warehouse Manager	Mr. Jandrisevits Thomas	+43 2236 600 2630	<a href="mailto:t.jandrisevits@rewe-group.at">t.jandrisevits@rewe-group.at</a>
Head of Goods Receiving:	Mrs. Wagner Marina	+43 2236 600 5744	<a href="mailto:marina.wagner@rewe-group.at">marina.wagner@rewe-group.at</a>
Head of Goods Receiving:	Mr. Wendl Gerhard	+43 2236 600 5745	<a href="mailto:g.wendl@rewe-group.at">g.wendl@rewe-group.at</a>
Warehouse Administration:	Mr. Sohar Manuel	+43 2236 600 5748	<a href="mailto:m.sohar@rewe-group.at">m.sohar@rewe-group.at</a>

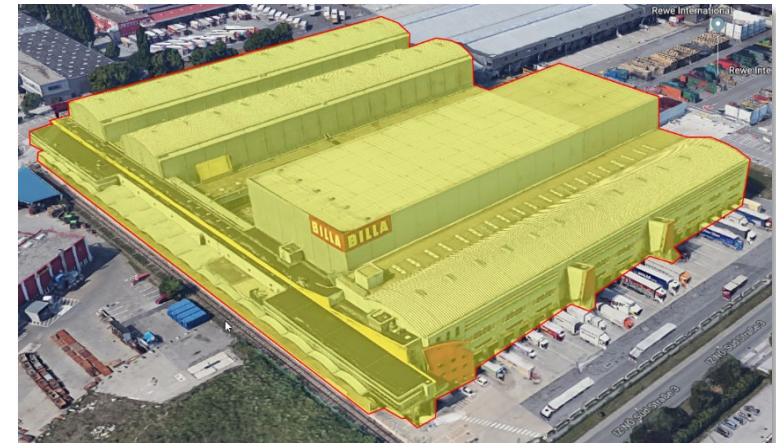
#### 4.9 Central warehouse – east Wr. Neudorf

Postal address/Delivery address:

REWE International Lager- und Transportgesellschaft m.b.H.  
 Zentrallager-Ost  
 IZ-NÖ Süd, Straße 3, Objekt 2  
 A-2355 Wiener Neudorf

**The supplier registration has to be carried out at the central portier south:**

Geo-Coordinates: [48.073389, 16.323910](#)



Geo-Coordinates 48.071113, 16.332527

General working hours for goods receiving: (individually agreed delivery times per supplier and storage location must be taken into account)

Days of delivery:	From Sunday to Friday
Times of delivery:	From 10:00pm to 7:00pm without interruption
Max. height of pallets:	2,00 m

Contact persons:

Warehouse Manager:	Mr. Thonabauer Günter	+43 2236 600 5690	<a href="mailto:g.thonabauer@rewe-group.at">g.thonabauer@rewe-group.at</a>
Head of Goods Receiving:	Mr. Lex Christian	+43 2236 600 2660	<a href="mailto:c.lex@rewe-group.at">c.lex@rewe-group.at</a>
Warehouse Administration:	Mr. Savonith Markus	+43 2236 600 2510	<a href="mailto:m.savonith@rewe-group.at">m.savonith@rewe-group.at</a>

#### 4.10 Central warehouse – west Ohlsdorf

##### Postal address/Delivery address:

REWE International Lager- und Transportgesellschaft m.b.H.  
 Zentrallager West Ohlsdorf  
 Betriebspark Ehrenfeld 4  
 A-4694 Ohlsdorf

**ATTENTION:** For deliveries at this warehouse, please book a timeslot via the Retail Time Slot Management of Transporeon Group. For further information please see page 44 ([Point 5](#)).



Geo-Coordinates

47.992752, 13.789112

General working hours for goods receiving: (individually agreed delivery times per supplier and storage location must be taken into account)

Days of delivery:	From Monday to Friday
Times of delivery:	From 6:00am to 4:00pm
Max. Height of pallets:	2,00 m

##### Contact persons:

Warehouse Manager:	Mr. Schwarz René	+43 2236 600 6820	<a href="mailto:rene.schwarz@rewe-group.at">rene.schwarz@rewe-group.at</a>
Head of Goods Receiving:	Mrs. Aleksandra Kostic	+43 2236 600 6848	<a href="mailto:a.kostic@rewe-group.at">a.kostic@rewe-group.at</a>
Goods in receipt disposition:	Mrs. Kalchschmiedt Marlene-Adriana	+43 2236 600 6844	<a href="mailto:Zlwest.wareneingangsdposition@rewe-group.at">Zlwest.wareneingangsdposition@rewe-group.at</a>
Warehouse Administration:	Mr. Kiliszek Adrian	+43 2236 600 6842	<a href="mailto:a.kiliszek@rewe-group.at">a.kiliszek@rewe-group.at</a>



#### 4.11 Central slow-moving warehouse Wr. Neudorf

Postal address/Delivery address:

REWE International Lager- und Transportgesellschaft m.b.H.  
 Zentrales Langsamdrehlager  
 IZ-NÖ-Süd, Straße 3, Objekt 2  
 A-2355 Wr. Neudorf

**The supplier registration has to be carried out at the central portier south:**

Geo-Coordinates: [48.073389, 16.323910](#)



Geo-Coordinates

48.070908, 16.328954

General working hours for goods receiving: (individually agreed delivery times per supplier and storage location must be taken into account)

Days of delivery:	From Monday to Friday
Times of delivery:	From 6:00am to 8:00pm
Standard Height of Pallets:	0,80 m
Max. Height of Pallets:	2,10 m

Contact persons:

Warehouse Manager:	Mr. Lücke Riccardo	+43 2236 600 5702	<a href="mailto:r.luecke@rewe-group.at">r.luecke@rewe-group.at</a>
Head of Goods Receiving:	Mr. Reischl Martin	+43 2236 600 5605	<a href="mailto:m.reischl@rewe-group.at">m.reischl@rewe-group.at</a>
Warehouse Administration:	Mr. Sabari Herbert	+43 2236 600 5603	<a href="mailto:h.sabari@rewe-group.at">h.sabari@rewe-group.at</a>

#### 4.12 Cooperation-partner warehouse Wr. Neudorf

Postal address/Delivery address:

REWE International Lager- und Transportgesellschaft m.b.H.  
 Kooperationspartner Lager Wr. Neudorf  
 IZ-NÖ-Süd, Straße 3, Objekt 16 B  
 A-2355 Wr. Neudorf

**The supplier registration has to be carried out at the central portier south:**

Geo-Coordinates: [48.073389, 16.323910](#)



Geo-Coordinates 48.072357, 16.325267

General working hours for goods receiving: (individually agreed delivery times per supplier and storage location must be taken into account)

Days of delivery:	From Monday to Friday
Times of delivery:	From Monday to Thursday from 7:00am to 3:00pm, Fridays from 7:00am to 1:00pm
Max. Height of Pallets:	2,10 m

Contact person:

Warehouse Manager:	Mr. Tropper Karl	+43 2236 600 5720	<a href="mailto:k.tropper@rewe-group.at">k.tropper@rewe-group.at</a>
Head of Goods Receiving:	Mr. Marth Hannes	+43 676 712 0318	<a href="mailto:h.marth@rewe-group.at">h.marth@rewe-group.at</a>
Warehouse Administration:	Mr. Marlovics Klaus	+43 2236 600 2775	<a href="mailto:k.marlovics@rewe-group.at">k.marlovics@rewe-group.at</a>

#### 4.13 Consumable warehouse Wr. Neudorf

Postal address/Delivery address:

REWE International Lager- und Transportgesellschaft m.b.H.  
 Unkostenlager Wr. Neudorf  
 IZ-NÖ-Süd, Straße 7, Objekt 38  
 A-2355 Wr. Neudorf



Geo-Coordinates

48.068153, 16.331704

General working hours for goods receiving: (individually agreed delivery times per supplier and storage location must be taken into account)

Days of delivery:	From Monday to Friday
Times of delivery:	From Monday to Thursday from 6:00am to 2:00pm, Fridays from 6:00am to 1:00pm
Max. Height of Pallets:	1,80 m

Contact person:

Warehouse Manager:	Mr. Jandrisevits Thomas	+43 2236 600 2630	<a href="mailto:t.jandrisevits@rewe-group.at">t.jandrisevits@rewe-group.at</a>
Shift Manager:	Mr. Marenitsch Wolfgang	+43 2236 600 2631	<a href="mailto:w.marenitsch@rewe-group.at">w.marenitsch@rewe-group.at</a>
Warehouse Administration/Disposal:	Mr. Weber Markus	+43 2236 600 2635	<a href="mailto:m.weber@rewe-group.at">m.weber@rewe-group.at</a>

## 5. IMPORTANT INFORMATION REGARDING DELIVERIES TO REWE WAREHOUSES WITH TIME SLOT MANAGEMENT SYSTEM

For deliveries at warehouses with clear indication of using a time slot management system please book a time slot via Retail Time Slot Management of Transporeon Group.

- Specific information can be found either at <https://register.transporeon.com/bQ70HM> or <https://register.transporeon.com/update/b@70HM>
- **Prerequisites:**
  - For every delivering truck, a **timeslot booking** is necessary.
  - A booking is possible between two weeks and one working day (23:59 at the latest) prior to the delivery day stated in the order.
  - For a timeslot booking, please indicate the **REWE order number**, the **license plate numbers** of the truck, the **pallet quantity** and if relevant the name of the **subcontractor**.
  - In case you have several consignments (of different REWE suppliers) on your truck, please indicate *every* Rewe order number in the timeslot booking.
  - If you deliver the goods on several trucks, a separate booking for every truck with the REWE order number is necessary.
  - In case of changes / additional information (e.g. changes plate numbers), the booking can be adjusted anytime. The indication of the **correct license plate numbers** is mandatory!
  - Generally, the duration of a timeslot is 60 minutes.
  - Previously agreed permanent timeslots for warehouse(s) with time slot management systems are obsolete.
  - The truck driver needs to register latest at the beginning but not earlier than 30 minutes of the booked timeslot at the warehouse and **show the booking number during the registration process**. The process of the driver registration remains the same.
  - Suppliers / delivering carriers, which have not booked any timeslot, must expect significantly longer **waiting times**. In case of an untimely arrival, longer stop times should also be expected.

## 6. CHANGE HISTORY

Old Version:	New Version:	Descriptions:
V1.7_052022	V1.8_012023	<ul style="list-style-type: none"> <li>- Update of various contact persons in the logistics locations</li> <li>- Note regarding supplier registration with the central porter in Wr. Neudorf (incl. coordinates and Google Maps link) applies to the following locations: <ul style="list-style-type: none"> <li>o <b>4.2</b> Fast moving warehouse Wr. Neudorf</li> <li>o <b>4.8</b> Penny warehouse Wr. Neudorf</li> <li>o <b>4.9</b> Central warehouse east</li> <li>o <b>4.11</b> Central slow-moving warehouse Wr. Neudorf</li> <li>o <b>4.12</b> Cooperation-partner warehouse Wr. Neudorf</li> </ul> </li> <li>- <b>Point 4.10:</b> Note on timeslot management transporeon in ZL-west</li> <li>- <b>Page 44, Point 5:</b> Important information about timeslot management system</li> </ul>